

Part-Time or Full-Time Project Manager Contractor

Recruitment period: Opens May 24, 2022 and extended to July 1, 2022.

Post of Duty: Sixth Judicial District Court, Grant County and Luna County, NM (50:50).

Start Date: Contract starts on or about July 18, 2022 and ends on September 30, 2023.

Part-Time: 20-32 hours per week, with no benefits.

Full-Time: 40 hours per week, with no benefits.

Compensation: \$24.038/per hour, dependent on funding, commensurate with experience and educational background. Current funding expiration date: September 30, 2023.

Work Hours: Normally 8:00 am – 5:00 pm, with some work required after 5:00 pm, on weekends and holidays.

Mail or Email Resume to:

Angelic Muñoz, Court Executive Officer 2/Chief Procurement Officer
Sixth Judicial District Court
POB 2339
Silver City, NM 88062
Email c/o: sildsck@nmcourts.gov

Some Essential Job Functions:

- Develop, coordinate, organize, network, collaborate, implement, direct, execute, manage, and oversee the planning process for a mental health treatment court and program at the Sixth Judicial District Court in Grant County and Luna County, for the benefit of the justice involved mentally ill and a specialized track for those veterans who are justice involved and suffering from or are in need of mental health assistance.
- Familiarity with crisis intervention, social services, probation, or law enforcement background is preferred.
- Other duties as assigned and including to locate funding options to continue and sustain the project after funding formally ends on September 30, 2023.

Qualifications:

- **Education:** Bachelor's Degree from an accredited college or university in any field.
 - **Education Substitution:** Experience in project management, business or public administration, or a directly related field may substitute for education on a year for year basis.
- **Experience:** Five (5) years of general experience in project management, business, public administration or a directly related field.
 - **Experience Substitution:** None.